

WEEKLY REPORT FOR SUPPLY GROUP FOR PERIOD  
ENDING 27 SEPTEMBER 1988

EO - when to  
submit annual  
report?  
properly value

I. Status of Tasks Assigned by Senior Management:

None.

II. Major Events That Have Occurred During the Preceding Week:

25X1

S E C R E T

S E C R E T

E. In an effort to assist logistics officers to help identify possible substitutes for items that are not available, the Support Division, Supply Group, is updating technical codes in the Inventory Control System (ICS) that will group similar items together . [redacted]

25X1  
25X1

H. On 22 and 23 September four immediate training requirements for an MLS re-assignment were scheduled with the coordinated efforts of the OL Training Officer, the Supply Group Training Representative, the [redacted] and the Chief, NDRC ("losing and gaining" components, respectively). Scheduling included special consideration of a pending operational TDY with [redacted] as well as required overlap with the incumbent Supply Officer at NDRC. [redacted]

25X1

25X1  
25X1

I. The Supply Group submitted an FY-89 Training Budget request for \$120,000. A listing of training considered to be "essential" and "desirable" was included with the funding request. [redacted]

25X1

J. On 22 September, a representative from the Support Division, Supply Group, conducted a Type II property accounting tutorial for two students. [redacted]

25X1

K. During the week ending 23 September, the Material Support Branch, Requirements Division, Supply Group, processed ten Property Turn-In documents, with a total dollar value of \$244,182. All material was designated for disposal and included various communications, video, computer, and photographic equipment. [redacted]

25X1

S E C R E T

25X1 L. The new standard forms SF706 - SF712, Classification Labels for Magnetic Media, are in stock and ready for use. A Headquarters Notice outlining the requirements for use of the forms is being compiled by the Information Security Group, Office of Security. Until such time as the notice is published, labels will be available at no cost by submitting a Form 88. Afterwards, they can be obtained through ADP Control Officers, component registries/Information Service Centers, and Agency supply rooms. [REDACTED]

25X1 M. On 21 September, the Deputy Chief, Requirements Division, Supply Group, interviewed a prospective Co-op student from the University of Tennessee. [REDACTED]

25X1 N. On 21 September, a Supply Officer from the Interdepartmental Support Branch (IDSB), Requirements Division, Supply Group, met with representatives from CRES/DI/IRC, DDI/B&F, and OF/ADL. CRES needed to restructure 1989 funding for [REDACTED] project as well as other major projects for better fiscal accountability. IDSB arranged the joint meeting and as a result, CRES and ADL felt that the new procedures would achieve the degree and ease of control they desired for fiscal accountability. [REDACTED]

25X1  
25X1

✓ [REDACTED]

III. UPCOMING EVENTS:

None.

IV. MANAGEMENT ACTIVITIES AND CONCERNS

None.